

KANSAS DEPARTMENT FOR AGING & DISABILITY SERVICES  
Health Occupations Credentialing  
612 S Kansas Ave  
Topeka KS 66603-3404

## **KANSAS DIETITIAN LICENSE REINSTATEMENT INSTRUCTIONS**

The “Application for Reinstatement” is designed for documenting the completion of the required number of clock hours of continuing education. The hours must have been accumulated within the past two calendar years before the date of application for reinstatement. A total of 15 hours of continuing education are required for reinstatement. Maximum of ten (10) clock hours, including journal articles, per reinstatement period.

Programs attended that are prior approved by the department will have an approval number assigned to them. The dietitian must submit a verification of attendance for each program listed as attended.

Programs not prior approved shall be listed on the transcript without an approval number. Course content, objectives, time frame information and verification of attendance for each program listed shall be included with the transcript form. The content and objective of the continuing education activity shall be primarily related to the practice of dietetics. The purpose of the educational activity shall be the furthering of the applicant’s education and shall not be a part of the applicant’s job responsibilities. In-service shall be considered to be part of the applicant’s job responsibilities. Appropriate college course or other educational activities that meet the criteria of the “Scope of Practice” may be listed on the transcript for meeting reinstatement requirements.

The prior approval number, program title, and continuing education clock hours must be entered in the appropriate columns, on the “Application for Reinstatement.”

If you should have questions concerning continuing education, please feel free to contact Brenda Kroll at [Brenda.kroll@kdads.ks.gov](mailto:Brenda.kroll@kdads.ks.gov) or (785) 296-0061.